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PART--I-- Orders and Notifications by the Government of Tripura, The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA
DEPARTMENT OF HIGHER EDUCATION
1ST FLOOR, SHIKSHA BHAWAN, OFFICE LANE

No.F.2(344-9)-DHE/GTCA/2024/4950 **Dated, Agartala, 31/12/2025.**

NOTIFICATION

Subject: Guidelines for Registration and Regulation of Coaching Centers in Tripura, 2025.

1.0 Background: -

1) The issues related to the private coaching centers, more so in the context of rising student suicide cases, fire incidents, lack of facilities, as well as methodologies of teaching, have been engaging the attention of the Government from time to time. The number of unregulated private coaching centers in the country continues to grow in the absence of a laid-down policy or regulation. Instances of such centers charging exorbitant fees from students, undue stress on students resulting in students committing suicides, loss of precious lives due to fire and other accidents, and many other malpractices being adopted by these centers are widely reported in the media.

2) In the context of the issue of regulation of private coaching, having been subject to elaborate discussion both in the Parliament and in the Ashok Mishra Committee Report, vide letter no.32-6/ 2017-TS I dated 04.04.2017, Department of Higher Education under MoE had requested States / UTs to take action for regulation and a strict penalty system for deviant institutions. In this letter, States/UTs were asked to consider 12 measures suggested by the Justice Roopanwal Commission of Inquiry to address student suicides. Considering this, the regulation of +2 level education is the responsibility of the State/UT governments. Hence, these institutions are best regulated by state/UT governments through an appropriate legal framework to ensure the safety and security of students and avoid unnecessary exploitation.

3) The Supreme Court of India, in its judgment dated 25/07/2025, in the case of Sukdeb Saha vs. The State of Andhra Pradesh & Ors., under the Criminal Appeal @SLP(Crl.) No (s). 6378 of 2024, issued a set of binding rules for all educational institutions, including Coaching Centers, in Paragraphs 35(iv), 35(v), 35(xii), 35(xv), and 36.

These interim guidelines, issued under **Article 141** of the Constitution of India, are intended to provide an immediate protective framework for students and will remain in force until a comprehensive legislative and regulatory framework is established.

4) This guideline is framed keeping in line with the forwarded draft guideline annexed with the letter No.5-35/2023 – PN – II dated 16/01/2024 issued by the Ministry of Education, GoI.

2.0 Objective of the Guidelines: -

(i) To provide a framework for registration and regulation of coaching centers.

(ii) To suggest minimum standard requirements to run a coaching center.

(iii) To safeguard the interests of students enrolled in coaching centers.

(iv) To advise coaching centers to focus on co-curricular activities as well for the holistic development of students

(v) To provide career guidance and psychological counseling for the well-being of the students.

3.0 Definition: -

(i) 'Appellate Authority' means an officer notified by the appropriate Government;

(ii) 'Coaching' means tuition, instructions, or guidance in any branch of learning imparted to more than 50 students but does not include counselling, sports, dance, theatre, and other creative activities;

(iii) 'Coaching Center' includes a center, established, run, or administered by any person to provide coaching for any study programme or competitive examinations or academic support to students at school, college, and university level, for more than 50 students;

(iv) 'Competent Authority' means an officer notified by the appropriate government;

(v) 'Government' means Central Government, State / UT Government having appropriate jurisdiction;

(vi) 'Institution' means school or any other educational institution recognized or controlled by, or affiliated to a Board, or controlled or recognized by State / UT Government, an affiliated college, and associated college, a constituted college, a university or educational institution established under the act of the central government or State / UT government;

(vii) 'Person' means an individual and includes a group of persons or a body corporate, or a trust, firm, society, or an institution;

(viii) 'Proprietor' means an owner of a coaching center seeking registration or registered, and includes a joint owner;

(ix) 'Tutor' means a person who guides or trains students in any coaching center and includes a tutor giving specialized tuitions;

(x) 'University' means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, and includes any such institution as may, in consultation with the University concerned, he recognized by the UGC in accordance with the regulations made in this behalf under the UGC Act.

4.0 Registration of the Coaching Center: -

(i) A person shall impart coaching or establish, run, manage, or maintain a coaching center, only with prior registration of such coaching center as per the provisions of this Guideline.

(ii) Coaching centers existing on the date of implementation of the guidelines shall apply for registration within a period of three months from the date of implementation of the policies.

(iii) Application for the registration of a coaching center shall be made to the competent authority within whose local jurisdiction such coaching center is situated, in such form, with such fees and documents as may be specified by the appropriate government.

(iv) In case of a coaching center having multiple branches, each of such branches shall be treated as a separate coaching center, and it shall he necessary to submit a separate application for registration of each branch.

(v) The competent authority shall, within three months from the date of receipt of the application for registration of a coaching center, either grant the registration certificate in the prescribed form, or shall communicate to the applicant its order of refusal to grant such registration after recording reasons in writing, for such refusal.

Provided that no order refusing the registration shall be passed except after giving to the person concerned a reasonable opportunity of hearing.

(vi) The period of validity of the registration certificate shall be decided by the appropriate government, unless cancelled earlier for any reason.

(vii) Every registered coaching center shall apply for renewal of registration certificate to the competent authority two months before the date of expiry of such registration, in such form, with such fees and documents as may be specified by the appropriate government.

(viii) The competent authority may, on receipt of an application for renewal of registration in the prescribed form and on Payment of the specified fees, shall decide on the application for renewal of registration number before the expiry of the registration period and may renew the certificate or may communicate the refusal thereof to the applicant before the expiry of the registration period, after recording the reasons for such denial in writing.

Provided that no order refusing the registration shall be passed except after giving to the person concerned a reasonable opportunity of hearing.

(ix) The Appropriate government shall create a web-portal/online mechanism to facilitate the registration of a coaching center in a faceless manner with minimum human interface.

(x) For smooth execution of this guideline, the Department of Higher Education will execute one Memorandum of Understanding (MoU) with the Department of Secondary Education.

5.0 Conditions for Registration: -

(i) No coaching center shall -

(a) Engage tutors with qualifications less than a graduation.

(b) make misleading promises or guarantees of rank or good marks to parents/students for enrolling them in the coaching center.

(c) Enroll students below 16 years of age, or the student enrollment should be only after the secondary school examination.

(d) publish or cause to be published or take part in the publication of any misleading advertisement relating to any claim, directly or indirectly, of quality of coaching or the facilities offered therein, or the result procured by such coaching center or the student who attended such class.

(e) It will be registered if it has less than the minimum space requirement per student.

(f) Hire the services of any tutor or person who has been convicted of any offence involving moral turpitude.

(g) be registered unless it has a counselling system as per the requirements of these guidelines.

(ii) Coaching center shall have a website with updated details of the qualification of tutors, courses/curriculum, duration of completion, hostel facilities (if any), and the fees being charged, easy exit policy, fee refund policy, member of students undertaken coaching from the center and number of students finally succeeded in getting admission in Higher Education Institutions etc.

(iii) Coaching center shall adhere to the various laws, rules, regulations, etc., including separate registration as applicable in the local jurisdiction.

6.0 Documents to be accompanied with the application for registration: -

Every application for registration of a coaching center shall be accompanied by an undertaking by the proprietor stating that —

(a) He shall use only the word 'registered coaching center' and shall not use the words 'recognized' or 'approved' on any signboard or any prospectus or correspondence or communication of whatever nature or at any place;

(b) Coaching classes for those students who are also studying in institutions/schools shall not be conducted during their institutions/schools' hours.

(c) The necessary information regarding the qualification of the tutors, the timetable of the coaching class, the fee charged, and general information, as specified, regarding the coaching class shall be displayed on the website and notice board at a prominent place in the premises of the coaching center;

(d) He/she or any tutor or person employed. In any case, the coaching center has not been convicted of any offense involving moral turpitude, and any change in the employment of a tutor shall be immediately intimated to the competent authority.

(e) He/she shall abide by the condition regarding the specified number of students to be admitted in the coaching class;

(f) He/she shall abide by the other terms and conditions of these guidelines;

(g) The application for renewal of the registration shall be accompanied by a copy of the statement of accounts audited by a Chartered Accountant.

7.0 Fees: -

(i) The tuition fees for different courses/curricula being charged shall be fair and reasonable, and receipts for the fee charged must be made available.

(ii) The coaching center must issue a prospectus mentioning the different courses/curricula, their duration of completion, number of classes, lectures, tutorials, hostel facilities (if any), and the fees being charged, easy exit policy, fee refund, etc. These details shall also be displayed in a prominent and easily accessible location within the building's premises.

(iii) The coaching center shall supply the prospectus, notes, and other material to its enrolled students without any separate fees for such materials.

(iv) If the student has paid for the course in full and is leaving the course in the middle of the prescribed period, the student will be refunded from the fees deposited earlier for the remaining period, on a pro-rata basis, within 10 days. If the student is staying in the hostel of the coaching center, the hostel fees, mess fees, and other related expenses will also be refunded.

(v) Under no circumstances shall the fee based on which enrolment has been made for a particular course and duration be increased during the currency of the course.

8.0 Infrastructure Requirements: -

(i) Within the basic structure of the coaching center, a minimum of one square meter area may be allocated for each student during a class/batch. There shall be sufficient infrastructure in proportion to the number of students enrolled.

(ii) The coaching center building shall adhere to fire safety codes, building safety codes, and other standards. It shall obtain a Fire and Building Safety certificate from the relevant authorities as determined by the appropriate government.

(iii) For the assistance of the students, the coaching center shall have a first aid kit and medical assistance/treatment facility. A list of referral services, including hospitals, doctors for emergency services, police helpline details, fire service helpline, and women's helpline, shall be displayed, and students shall be informed about them.

(iv) The coaching center building shall be fully electrified, well ventilated, and sufficient lighting arrangements shall be made in each classroom of the building.

(v) Safe and potable drinking water shall be available for all students and staff of the Center.

(vi) The coaching center may be suitably fitted with CCTV cameras wherever required, and security shall be well maintained.

(vii) A complaint box or register may be placed at the coaching center for the students to raise a complaint. The coaching center shall have a committee to address student complaints and grievances.

(viii) Provision of separate toilets for males and females shall be made within the coaching center building premises.

9.0 Curriculum: -

9.1 Classes

(i) Coaching center shall make efforts to complete the classes in the stipulated time as mentioned in the prospectus.

(ii) Coaching classes for those students who are also studying in institutions/schools shall not be conducted during their institution/schools' hours, so that their regular attendance in such institutions/schools remains unaffected, and also to avoid dummy schools.

(iii) Remedial or support classes may be provided to student who require additional support in their academics.

(iv) The curriculum/class timetable *may* be suitably spaced out to allow the students to relax and recuperate, and thus, not build additional pressure on them.

(v) Coaching center shall ensure a weekly off for students as well as tutors.

(vi) There shall be no assessment-test / exam on the day after a weekly off.

(vii) During the important and popular festivals in the respective region, the coaching center shall customize leave in such a manner that the students can connect with their family and get emotional support.

(viii) Coaching centers shall conduct coaching classes in a way that is not excessive for a student, and it should not be more than 5 hours in a day, and the coaching hours should neither be too early in the morning nor too late in the evening.

(ix) Coaching centers shall organize classes for co-curricular activities for holistic development and enhancing the cognitive abilities of students. The coaching centers, while teaching core subjects should also organize counselling s ions for tutor, employee and all students on development of Life Skills, scientific temper & evidence-based thinking; creativity & innovativeness; fitness, wellness, emotional bonding & mental wellbeing, age-appropriate challenges, motivation; collaboration and teamwork; problem solving arid logical reasoning ethical and moral reasoning knowledge arid practice of human and Constitutional values; personal safety (gender sensitization & abuse prevention); Fundamental Duties, citizenship skills and values; knowledge of India; environmental awareness, sanitation and hygiene etc.

9.2 Code of Conduct by the Coaching Center

(i) The number of students to be enrolled in each class/ batch may be clearly defined in the prospectus and published on the website. In no case shall enrolment be increased in class/batch during the currency of the course.

(ii) The number of students admitted may be in line with the requirements of maintaining a healthy teacher-student ratio in each class, and for creating more opportunities for building relationships with tutors and counselors, it should be ensured that students can connect with the tutor, and the student has easy access and visibility to the screen/blackboards.

(iii) The coaching center shall not enroll students below 16 years of age, or the student enrollment should be only after the secondary school examination.

(iv) The students shall be well apprised about the difficulty of exams, syllabus level of intensity of preparation, and the efforts required from the student before enrolling in the curriculum.

(v) The students shall be made aware of the educational environment, cultural living, realities, and the difference between preparation for school-level examinations and competitive examinations.

(vi) Apart from options for admission in engineering and medical institutes, information about other career options may be provided to the students, so that they do not get stressed about their future and can choose a new option of alternative careers.

(vii) An admission or mock test to assess the capability of the student may be conducted. Based on the student's ability and interest, the coaching center may convey realistic expectations of the student's capability to parents and suggest the way forward.

(viii) The students and parents shall be made aware that admission in the coaching center is in no way a guarantee of success for admission in institutions like medical, engineering, management, law, etc., or in the competitive examination.

(ix) The Coaching center should conduct periodic workshops and sensitization sessions regarding students' mental health in collaboration with mental health professionals.

(x) Coaching center should create awareness amongst students and parents regarding the pedagogy, the timeline of the course, and the facilities available in the coaching center. They may be counseled about the negative impacts of unnecessary mental pressure and the burden of expectation on their children.

(xi) Coaching center shall not make public the results of the assessment test conducted by it. Keeping the assessment test confidential, it should be used for regular analysis of student performance. If a student's educational performance is deteriorating, they should be provided with counseling in accordance with these guidelines.

10.0 Counselors and psychologists Support: -

(i) Due to high competition and academic pressure on students, coaching centers should take steps for the mental well-being of the students. They may conduct classes without putting undue pressure on their students. Additionally, they should establish a mechanism for immediate intervention to provide targeted and sustained assistance to students in distress and stressful situations.

(ii) The competent authority may take steps to ensure that the coaching center develops a counseling system and makes it easily available for the students and parents. Information about the names of psychologists, counselors, and the times they provide services may be shared with all students and parents. Trained counselors could be appointed at the coaching center to provide effective guidance and counseling to students and parents.

(iii) Coaching centers are encouraged to involve counselors and experienced psychologists to counsel and provide psychotherapeutic services to students for the resolution of mental stress and depression.

(iv) Career counselors may be on board to assess the student's interest, aptitude, and capability, and accordingly guide and counsel the students and their parents with realistic expectations to choose the best career option.

(v) Regular workshops and awareness weeks may be arranged for parents, students and teachers on mental health and Prevention of stress by the coaching center It should also focus on basic training in health, good nutrition, personal and public hygiene, disaster response and first-aid as well as scientific explanations of the detrimental and damaging effects of alcohol, tobacco, and other drugs. The importance of positive parenting should also be emphasized during the interaction sessions organized by the center for parents, in the context of students' mental health, resilience, and responsible self-care.

(vi) Tutors may undergo training in mental health issues to convey information effectively and sensitively to students about their areas of improvement.

(vii) As part of counselling, the coaching center should establish peer group interaction. The coaching center may organize group-based curricular exercises in discussions, competitions, and projects.

(viii) The doubts of the student shall be resolved by those tutors *who* have taught in the class so that the student feels satisfied.

(ix) The coaching center shall follow the framework for promotion of mental health in the institution as per the following:

Framework for Mental Health Promotion		
Level of Problems	**Stakeholders to be involved**	**Level of** intervention
Mental Wellbeing	Entire Institutional Community	Mental Wellbeing Integrated in Institutional Curriculum
Mental Health Knowledge, Attitudes & Behavior	All Students and Tutors	Mental Wellbeing - Part of General Health Curriculum

Psychosocial Problems	Counselors, Tutors, Peer Mentors, wardens, and Citizens	Extending additional help to students in need
Severe Problems/ Disorders	Counselors, Institutional Doctors, and Other Experts	Professional Management

11.0 Inclusivity and Accessibility: -

(i) The coaching center shall not discriminate against any applicant/student based on religion, race, caste, sex, place of birth, descent, etc., during the admission and teaching process.

(ii) The coaching center may make special provisions to encourage greater representation of students from vulnerable communities, such as Female students, students with disabilities, and students from marginalized groups.

(iii) The coaching center building and the surrounding premises shall be Divyang-friendly and in compliance with the provisions of the Rights of Persons with Disabilities Act, 2016.

(iv) Tutors may be sensitized regarding learning disabilities and make students with learning disabilities feel comfortable.

(v) Divyang-Friendly provisions such as Braille, e-readers, and toilets, etc., may be made whenever possible.

(vi) Support classes may be provided to students with disabilities who require instructional support in their academics.

(vii) Batch segregation on academic performance grounds shall not be done, as it leads to excessive pressure on the students, affecting their mental health. Batches should be formed in the order of student admission, and the batch shall not be changed until the completion of the course.

12.0 Maintenance of Records: -

(i) The coaching center should maintain and produce such records, accounts, registers, or other documents as may be prescribed by the appropriate government.

(ii) The coaching center may submit the annual report to the competent authority for the record.

13.0 Restriction on Shifting of Coaching Center: -

The coaching center shall conduct coaching only at the place indicated in the registration certificate. It shall not be shifted to any other place without the prior written approval of the competent Authority in that behalf.

14.0 Enquiry of activities of the Coaching center: -

The competent authority, or any officer authorized by the appropriate government, shall continuously monitor the coaching center's activities. They shall also inquire into its

fulfillment of the required eligibility for registration and the satisfactory nature of its operations.

15.0 Disposal of complaints: -

(i) A complaint may be filed before the competent authority against the coaching centers by the student, parent, or tutor/employee of the coaching center, and against the students/parents by the coaching centers. The complaints shall he disposed of within thirty days by the competent authority or by an inquiry committee constituted for the purpose by the appropriate government.

(ii) After giving an opportunity of hearing on the report of the competent authority or the inquiry committee, as the case may be, the competent authority shall impose a penalty or take action for cancellation of registration.

16.0 Penalties: -

(1) The competent authority shall have the power of the civil courts. The competent authority shall have such power as is vested in the courts under the Civil Procedure Code 1908 (Central Act no. 5 of 1908) for consideration of any suit, namely:

(i) to accept evidence with proof through affidavit;
(ii) to summon and to enforce the attendance of any person, and his examination on oath;
(iii) to enforce production of records; and
(iv) to award cost.

(2) In case of violation of any of the terms and conditions of registration or general conditions, the coaching center shall he liable for penalties as follows:

(i) Rs 25,000/- for first offence;
(ii) Rs.1,00,000/- for the second offence;
(iii) revocation of registration for subsequent offence.

17.0 Cancellation of Registration: -

The certificate of registration granted to the coaching center, without prejudice to any other penal action that may be taken for violation of relevant law, may be canceled at any time be cancelled, if the concerned competent authority is satisfied that the coaching center has contravened any of the provisions of the guidelines or violated any of the terms and conditions subject to which the registration was granted:

'Provided that, no such order shall be passed by the competent authority without giving the holder of such certificate a reasonable opportunity of showing cause against the proposed order.'

18.0 Procedure for Appeal: -

Any Person aggrieved by the order of refusal to register a coaching center or its renewal or cancellation of registration may, within thirty days from the date of receipt of such order,

appeal to the appellate authority in the manner as may be specified by the appropriate government.

19.0 Effect of Notification: -

This notification shall come into effect from the date of its issuance.

20.0 Provision for Amendment: -

The provisions of this guideline can be changed at any time by the State Government, provided that the final objective of the Scheme remains unchanged. In the event of any amendment or modification, all stakeholders will be notified accordingly.

31/12/25

(A. Debbarma)
Additional Secretary
to the Government of Tripura